

AUTHORIZATION, AGREEMENT AND CERTIFICATION OF TRAINING	A. Agency, code agency subelement and submitting office number EP00	B. Request Status (Mark (X) one) <input type="checkbox"/> Resubmission <input type="checkbox"/> Correction <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Cancellation
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Section A - TRAINEE INFORMATION


Please read instructions on page 5 before completing this form.

1. Applicant Name (Last, First, Middle Initial) MCKINLEY, LISA A		2. Social Security Number/EHRI Employee Number XXX-XX-XXXX / 00026272		3. Date of Birth (yyyy-mm-dd) XXXX-XX-XX	
4. Home Address (Number, Street, City, State, ZIP Code) Smyrna, GA, 30082		5. Home Telephone (including Area Code)		6. Position Level (Mark (X) one only)	
7. Organization Mailing Address (Branch-Division/Office/Bureau/Agency) Atlanta Federal Center 61 Forsyth Street, SW Atlanta, GA, 303038960		8. Office Telephone (include Area Code and Extension) 404/562-9403		<input type="checkbox"/> a. Non-supervisory <input type="checkbox"/> b. Supervisory <input checked="" type="checkbox"/> c. Manager <input type="checkbox"/> d. Executive	
				9. Work Email Address mckinley.lisa@epa.gov	
10. Position Title Environmental Scientist		11. Does applicant need special accommodation? If yes, please describe below. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
12. Type of Appointment 10	13. Education Level (Click link to view codes or go to page 7) 17	14. Pay Plan GS	15. Series 1301	16. Grade 12	17. Step 03

Section B - TRAINEE COURSE DATA

1a. Name and Mailing Address of Training Vendor (No. Street, City, State, ZIP Code) EEO Training Institute, 6501 Red Hook Plaza, Suite 201, St. Thomas, VI 00802		1b. Location of Training Site (if same, mark box) <input type="checkbox"/> Atlanta Marriott Marquis, 265 Peachtree Center Ave, Atlanta, GA 30303	
1c. Vendor Telephone Number 404-562-6811		1d. Vendor Email Address terrie.dandy@eeoc.gov	
2a. Course Title EEOC ATLANTA SEMINAR	2b. Course Number Code N/A	3. Training Start Date (Enter Date as yyyy-mm-dd) 2011-08-25	4. Training End Date (Enter Date as yyyy-mm-dd) 2011-08-25
5. Training Duty Hours 8.00	6. Training Non-Duty Hours	7. Training Purpose Type (Click link to view codes or go to page 9) 01	8. Training Type Code (Click link to view codes or go to page 9) 01
9. Training Sub Type Code (Click link to view codes or go to page 9) 07	10. Training Delivery Type Code (Click link to view codes or go to page 12) 04	11. Training Designation Type Code (Click link to view codes or go to page 13) 05	12. Training Credit 04
13. Training Credit Type Code (Click link to view codes or go to page 13) 04	14. Training Accreditation Indicator Check Below <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		
15. Continued Service Agreement Required Indicator (Check Below) <input type="checkbox"/> Yes <input type="checkbox"/> No		16. Continued Service Agreement Expiration Date (Enter date as yyyy-mm-dd)	
17. Training Source Type Code (Click link to view codes or go to page 13) 01		18. Training Objective Training in EEOC	
19. AGENCY USE ONLY 2011-06-27 04:06:21 PM			

Section C - COST AND BILLING INFORMATION

1. Direct Costs and Appropriation / Fund Chargeable			2. Indirect Costs and Appropriation / Fund Chargeable		
Item	Amount	Appropriation / Fund	Item	Amount	Appropriation / Fund
a. Tuition and Fees	\$ 319.00		a. Travel	\$	
b. Books & Materials			b. Per diem		
c. TOTAL	\$ 319.00		c. TOTAL	\$	
3. Total Training Non-Government Contribution Cost 319.00			6. BILLING INSTRUCTIONS (Furnish invoice to):		
4. Document / Purchasing Order / Requisition Number 11045E1020					
5. 8 Digit Station Symbol (Example - 12-34-5678)					

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Section D - APPROVALS

1a. Immediate Supervisor - Name and title <i>U. Salim Chestnut</i>			
1b. Area Code / Telephone Number		1c. Email Address	
1d. Signature		1e. Date <i>6/29/11</i>	
2a. Second-line Supervisor - Name and title			
2b. Area Code / Telephone Number		2c. Email Address	
2d. Signature <i>Cory Berth</i>		2e. Date <i>6/29/11</i>	
3a. Training Officer - Name and title <i>Charmita Taylor</i>			
3b. Area Code / Telephone Number <i>404-562-8133</i>		3c. Email Address <i>Taylor.Charmita@epa.gov</i>	
3d. Signature <i>Charmita Taylor</i>		3e. Date <i>07/15/11</i>	

Section E - APPROVALS / CONCURRENCE

1a. Authorizing Officer - Name and title			
1b. Area Code / Telephone Number		1c. Email Address	
1d. Signature		1e. Date	
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved			

Section F - CERTIFICATION OF TRAINING COMPLETION AND EVALUATION

1a. Authorizing Officer - Name and title			
1b. Area Code / Telephone Number		1c. Email Address	
1d. Signature		1e. Date	

TRAINING FACILITY – Bills should be sent to the office indicated in item C6. Please refer to the number given in item C4 to assure prompt payment.

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START Training Profile (2006 - Present)

Student Name	Division	Course Date	Status	
Lisa Mckinley	WPD	09/17/2007 to 09/21/2007	Completed	40 Hour Hazwoper
Lisa Mckinley	WPD	7/24/2007	Completed	CPR
Lisa Mckinley	OPM	10/13/2010	Completed	Disability Training for Managers
Lisa Mckinley	WPD	6/24/2008	Completed	First Aid
Lisa Mckinley	WPD	8/6/2009	Completed	First Aid
Lisa Mckinley	OPM	2/13/2013	Completed	Happiness Workshop
Lisa Mckinley	OPM	10/23/2012 to 10/24/2012	Completed	Introduction to Project Management
Lisa Mckinley	WPD	6/26/2008	Completed	Safe Drinking Water Act 101
Lisa Mckinley	WPD	05/05/2009 to 05/06/2009	Completed	Technical Writing
Lisa Mckinley	OPM	2/7/2012	Completed	The Cutting Edge of Bias
Lisa Mckinley	OPM	8/21/2012	Completed	Think Different
Lisa Mckinley	OPM	11/15/2011	Completed	Valuing Our Differences
Lisa Mckinley	OPM	6/20/2012	Completed	Transitioning to Civilian Service Employment, Educational Benefits, Disabilities and Information
Lisa Mckinley	WPD	5/13/2008	Completed	Water Integration Techniques

Username	First Name	Last Name	Group Name	Group Org Code	Asset Title	Completion Date	Completion Status	Current Score	EPA Organization
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Overview of Office 365 for EPA		In Progress		REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Working Effectively with Tribal Governments	2012-09-04	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY13 Annual Records Management Training	2014-07-03	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Introduction to Employee Express from DOI-IBC		In Progress	0.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	EJ 101, Introduction to Environmental Justice	2014-07-11	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Children's Environmental Health Training	2012-10-29	Completed		REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	2013 Continuity of Operations (COOP) Awareness Training	2014-07-10	Completed	80.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY14 Information Security Awareness and Training	2014-06-30	Completed	86.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY15 Information Security Awareness Training	2014-11-28	Completed	88.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	EZ Email Records Training	2014-02-19	Completed		REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Environmental Management Systems at the EPA 2014 Awareness and Refresher	2014-11-20	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	EMS: Environmental Management System Awareness Training	2013-04-26	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Working Effectively With Tribal Governments	2014-11-28	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Working Effectively With Tribal Governments	2014-07-07	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY12 Information Security Awareness Training	2012-06-05	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY13 Security Awareness and Training	2013-07-31	Completed	99.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	The No FEAR Act (Update Available)	2012-06-01	Completed	82.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	Why the No FEAR Act was Passed		In Progress		REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	The No FEAR Act (Update Available)	2014-07-31	Completed	100.00	REG,04,OPM
mckinley.lisa@epa.gov	Lisa	McKinley	Region 4	93R4	FY11 Cybersecurity Awareness Training	2011-08-30	Completed	100.00	REG,04,OPM

